



**PEG BRANSON**  
**WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION**  
**DIVISION FOR LIBRARIES, TECHNOLOGY, AND COMMUNITY LEARNING**  
**125 SOUTH WEBSTER STREET**  
**P.O. BOX 7841**  
**MADISON, WI 53707-7841**

GENERAL INFORMATION	
Reviewer	Points Awarded
Grant Applicant	

Category	Application Number	Project Title

CRITERIA

1. In your judgment, does this project fit the LSTA category in which the applicant is applying for funds?  
If No or Not Sure, explain why: ☐ Yes ☐ No ☐ Not Sure

**2. Needs Assessment (15 Points Maximum)**

**Points Awarded**

- Need for project clearly documented and convincing (10 pts.)
- Realistic progress can be made in addressing the need (5 pts.)


**3. Goals, Objectives and Evaluation (30 Points Maximum)**

- Goals are clearly stated and appropriate to the need described (5 pts.)
- Objectives are clearly stated and are based on desired results or outcomes and are appropriate to the need described (10 pts.)
- Evaluation is clearly stated, measurable, and appropriate to the project (10 pts.)
- The project itself or the benefits of the project are likely to continue after the grant funding ends (5 pts.)


**4. Planning and Implementation (30 Points Maximum)**

- Activities of the project are clearly stated, including what will be done and how; are appropriate to the need described; and include marketing of special needs projects (10 pts.)
- Responsibility for implementation is assigned and includes relevant people and agencies (5 pts.)
- Project timetable is realistic (5 pts.)
- Appropriate people and agencies, including potential users, were involved (5 pts.)
- Project is relevant to applicant's and state planning documents (5 pts.)


**5. Budget (15 Points Maximum)**

- Budget is clearly stated and appropriate to the project (10 pts.)
- Budget complies with LSTA and grant category requirements (5 pts.)


**6. Overall merit (10 Points Maximum)**

- Overall concept and idea are worthwhile (10 pts.)

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**Total**

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	CRITERIA	
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7. **Conditions for award of LSTA grant:** identify any budget or other conditions you would recommend before this grant is funded.